



DEPARTMENT HEAD MONTHLY REPORTS TO THE TOWN MANAGER MAY 2008

ASSESSOR: Submitted by David Utakis

The month of May ended with the submission of data to Vadar Systems which paves the way for the tax collector to have the first set of preliminary tax bills for FY2009 sent out by June 30.

Administrative Assistant Barbara Harris and Senior Clerk Jennifer Hyland were consumed all month with the usual excise tax abatements and questions and wrapping up reports for the Department of Revenue. They have also been busy preparing data for use in conjunction with the preliminary real estate tax bills.

Although those bills generally are estimates based on what was billed on the final bills of FY2008, we are allowed to include new growth which has been generated since June 30, 2007. We make every attempt possible to get new construction in the system to help improve the town's cash flow generated by the August 1 and November 1 real estate and personal property billing cycles.

We were deeply saddened when the FY2009 was approved without funding for the position held the past four years by Ms. Hyland. We wish her well in her future endeavors after June 30. She and the many contributions she made to the assessor's office will be sorely missed. She is an extremely knowledgeable and hard worker.

With the assessor part of the preliminaries out of the way, the office can concentrate on completion of data collection on all outstanding building permits. Simultaneously, staff will continue with the photographic inventory of all property and with work on its cyclical inspection of houses and businesses as required by the Massachusetts Department of Revenue (DOR).

Sales from last year are being analyzed as the office prepares to lower the values of most properties based on the 2007 market conditions. The result will be what are called interim year adjustments of value which are adjustments made during the two fiscal years before or after a DOR certification year. Our next certification by DOR will be in FY2010. Certification years were more commonly called "revaluation years" when towns updated their valuations only once every three years. The DOR prior to FY2004 did not require towns to update their values every year.

When it is suggested that most valuations will drop for FY2009 we mean some properties may stay the same or rise in value. Not every segment of real estate has been adversely affected by poor market conditions as portrayed in the news media. While it is true that most of the sales of residential real estate are down by 25% this year, our median selling price in Uxbridge compared to this time last year is actually up by nearly 12%, according to a recent Banker & Tradesman report.

Taxpayers must be cautioned that although most property values will drop, the valuation drop does not mean lower taxes. Typically the tax rate goes up when values go down if the spending stays constant.

A good sign for the future is that some of the backlog of unsold real estate has been reduced. The number of single family houses for sale was 92 last month with only 87 available today, according to the Multiple Listing Service. Only 40 condominiums are on the market compared with 45 last month. The multi-family homes for sale remain at five and there are 28 other listings of land, lots or farms compared with 32 the previous month.

We are still waiting for completion of a new data bridge to connect our GIS mapping with our real estate data base which became necessary due to updates in both programs. This has been delaying our posting of updated mapping information on our website. Hopefully this will be rectified in June.

Also coming in June will be staff from Real Estate Research Consultants (RRC). RRC representative Valerie Jackson will be visiting most area businesses to update our records on personal property accounts. Hiring RRC is the most cost effective way of maximizing the new growth from personal property.

BOARD OF HEALTH: Submitted by Denise Delannoy

During the month of May 2008, the Board of Health office received more than 200 telephone inquiries. More than 60 walk-in customers were also assisted during May. The majority related to renewal of food permits.

During May there were 41 permits issued, as follows:

Beach: 1

Curbside Hauler: 2

Food Permit: 23

Percolation: 5

Percolation/Plan Review Extension: 1

Recycle: 6

Septic Installer: 1

4 complaints were filed

Lead Paint: 1

Trash: 1

Animal: 2

The Board of Health held 2 meetings in the month of May and has been working along side MA DEP to correct deficiencies at two locations in Town.

BUILDING DEPARTMENT: Submitted by Nick Gazerro

The month of May was busy due to the absence of June because of family illness. June and myself attended a meeting in Franklin for the new licenses needed for building permits needed by contractors starting on July 1, 2008. A truck hit the corner of the Senior Center and I had to make an inspection. Hannaford's received their Work Completion for the renovation the was recently completed. Dunkin Donuts is still working on finishing their remodel in the building that was formally known as C.V.S. located on 158 North Main Street.

In May 2008, the number of permits issued and the fee collected is as follows:

Building Permits	33	Fees Collected	\$ 6,546.00
Electric Permits	21	Fees Collected	\$ 1,634.00

Plumbing Permits 14

Fees Collected \$ 905.00

Gas Permits 4

Fees Collected \$ 175.00

Total Collected \$ 9,260.00

Following are the Building Permits in various categories that were issued during the month of May 2008.

1 replace walls on Church	2 Additions
10 Roof	2 sheds
3 Stove - Pellet	1 Single Family House 1536 sf
1 Stove - Wood	2 Remodel commercial space
1 full bathroom	1 In-ground pool
2 Sign	2 Above-ground Pools
2 Farmers porch	1 knock down wall in house
1 Tent for Business (temporary)	1 Window replacement

Of the above, 4 were Commercial permits

3 Certificate of Occupancies for New Houses/Condos were issued during May 2008

CABLE ACCESS: Submitted by Barry Giles

Community Programming: Staff and volunteers have been busy during the month of May covering numerous events including the Memorial Day Parade, The Bomber Crash Site Ceremony and other events around the holiday. We have also been busy covering events through out the school district as the school year comes to a close.

Video on the Town Website: I had another meeting with Mitch Cohen from Proactive/Interactive and a representative from Worldband to finalize the details in regards to a server that will host the video portion of the town's. Once we receive the quote from Worldband, we should be ready to start loading meetings to the website.

After School Video Club: Middle School students are finishing up with their video projects before the end of the year. We will be hosting a week long program during the summer and students have been invited back to participate.

New Playback System and Equipment: All the equipment for the new playback system for channel 12 has arrived and will be installed in the beginning of June. Playback will be suspended on channels 12 and 13 for about a week as we install the new equipment and transfer equipment.

I have also requested quotes for new remote cameras for lower town hall and the police station. This will be equipment similar to the equipment installed in the High School Library that is used with the Sony Anycast Station.

CONSERVATION COMMISSION:

Please see the Planning and Economic Development report below.

COUNCIL ON AGING: Submitted by Marsha Petrillo
Monthly Statistical Data

Outreach Report

Office Visits	36	CMAA Meeting	1
Nursing Home	12	Wakes & Funerals	5
Home Visits	4	Stimulus Pkg. Rebate Check Filing	1
SMOC Recerts & New Applications	4	Telephone calls in & out	119

The following statistics represent the number of individuals using our transportation services, meals on wheels, luncheon attendance and attendance at our various programs and clubs for the month of **May 2008**:

Van Transportation (rides)	430	Medical Transportation	84
AARP Tax Help		Card Games/Pitch	157
Meals on Wheels Delivered	2,030	Weekend meals/storm meals frozen delivered	63
Congregate Meals Served	478	Total Meals Served	2,571
Cash Turnovers	\$818.00	Phone calls in & out	1023
Guestbook	672	Super WalMart	28
Cards sent to elders	17	Fallon Rep	5
Vital Signs	21	Hannaford	88
Lunch attendance	478	CVS	11
Bank/Other	12	Juniper Hill Condo Association Meeting 5/3	28
Computer Classes & walk ins	11	Meet Rep Callahan 5/8.	45
Podiatry Clinic 5/12	10	Mother's Day Luncheon 5/12	60
Senior Club	20	Meet the Candidates 5/15	31
Volunteer Appreciation 5/22	27	Lunch n Learn Uxbridge Orthopedic & Sports Therapy Coreyann Poly Ph.D., Med., RD, LDN	39
UHS Chorus w/Rob Hammerton	30	Outpatient Dietician 5/6	

COA Building Use

- ❑ Pitch Club Monday, May 5th, 12th, & 19th - 6:00 – 9:30 PM
- ❑ Juniper Hill Condo Association – Saturday, May 3rd - 8:30 am
- ❑ The UNNC Sunday, May 4th and May 18th 7 PM – 9:00 PM
- ❑ Uxbridge Elderly Connection Annual Meeting Tues., May 6th – 7PM
- ❑ COA Board Meeting – Tuesday, May 13th @ 4PM
- ❑ SERVE New England – Saturday, May 24th @ 9:00 – 12:00 noon

Monthly Meetings Attended by Director:

- ❑ Uxbridge Elderly Connection Annual Meeting 5/6 @ 7PM

- ❑ 5/13 Spring Annual Town Meeting
- ❑ 5/14 Spring Annual Town Meeting
- ❑ 5/14 Unsung Heroine Award Ceremony Boston, MA honoring Karen Albright, Blackstone Senior Center Director, Uxbridge COA member
- ❑ 5/28 MCOA Training for Formula Grant – Franklin Senior Center 9AM – 11:30 am

COMPUTER CORNER

Computer classes will begin on Thursday, May 1st and run for six weeks through mid June.

REMINDER: Transportation to and from medical appointments is available at the Senior Center. Call ahead, as soon as you book your next appointment. It is never too early to book an appointment. If you are willing, we will gladly reschedule your appointment if there is a conflict. Call Susan, at 508-278-8622 to make your medical appointment reservation.

DPW: Submitted by Irving Priest

Water Division

The Water Division has been continuing to work with the water main contractor; marking out services for the temporary line installation, witnessing pressure tests on new main installations, bacteria testing new main installations, turning on and off old mains as required, and notifying residents when water services will be interrupted due to the new main progress. They repaired a water main break on East Hartford Avenue at Upton Road. Brush and tree clearing is being performed along the main line in the area of the Blackstone Street wells. And the Division has been working with the owners of the Bernat Mill Complex to restore water to the remaining portions of the buildings.

Wastewater Division

Paving and landscaping around the lime silo have been completed. The chimney on the main building has been rebuilt from the roof up in preparation for the roof replacement. The roofing contractor has moved all materials and equipment on site in preparation for replacing the roof on the main building. The Division responded to a line blockage on Douglas Street and with the help of Northbridge Sewer Division cleared the line which is now operating normally. The treatment facility is in full compliance with the NPDES Permit including a bi-annual biological assessment of effluent discharge from the facility.

Highway Division

The Highway Division assisted with and oversaw the installation of a sub-drain along a portion of Crown & Eagle Way and the resurfacing of that section of roadway and the restorative paving of the end of Maple Street. Street sweeping is continuing with only the southerly end of Town being left to do. The Memorial Day Parade route and associated areas were cleaned and swept in preparation for the Town's festivities. Force labor has been busy repairing catch basins in several areas of Town. Grass mowing is now in fully swing.

Administration

Chapter 90 applications have been made for this year's road work project to include shimming and chip sealing of portions of East Hartford Avenue and continued design work for the reconstruction of Route 122. Contracts have been let out for annual line painting and catch basin cleaning. Budgets and articles were prepared and presented before the Town Meeting. The utility billing went through an upgrade to Vadar V2 which will provide for clearer billing for the users.

FINANCE DIRECTOR/ACCOUNTING: Submitted by David Genereux**1.) Treasurer's Cash Balance: July – April**

Cash Balance – July 2007	
Treasurers Cash Balance (June 30, 2007)	12,612,155.91
Add: July Receipts	4,125,099.31
Less: July Warrants	(3,484,306.88)
Treasurer's Cash Balance – (July 31, 2007)	13,252,948.34

Cash Balance – August 2007	
Treasurers Cash Balance (July 31, 2007)	13,252,948.34
Add: August Receipts	1,433,988.17
Less: August Warrants	(4,795,770.34)
Treasurer's Cash Balance – (August 31, 2007)	9,891,166.17

Cash Balance – September 2007	
Treasurers Cash Balance (August 31, 2007)	9,891,166.17
Add: September Receipts	7,271,453.59
Less: September Warrants	(4,223,227.78)
Treasurer's Cash Balance – (September, 2007)	12,939,391.98

Cash Balance – October 2007	
Treasurers Cash Balance (September 30, 2007)	12,939,391.98
Add: October Receipts	4,472,981.61
Less: October Warrants	(4,572,970.53)
Treasurer's Cash Balance – (October, 2007)	12,839,403.06

Cash Balance – November 2007	
Treasurer's Cash Balance (October 31, 2007)	12,839,403.06
Add: November Receipts	1,778,045.70
Less: November Warrants	(4,602,943.36)
Treasurer's Cash Balance (November 30, 2007)	10,014,505.40

Cash Balance – December 2007	
Treasurer's Cash Balance (November 30, 2007)	10,014,505.40
Add: December Receipts	4,171,346.95
Less: December Warrants	(3,663,444.72)
Treasurer's Cash Balance (December 31, 2007)	10,522,407.63

Cash Balance – January 2008	
Treasurer's Cash Balance (December 31, 2007)	10,522,407.63
Add: January Receipts	5,138,901.45
Less: January Warrants	(4,915,195.80)
Treasurer's Cash Balance (January 31, 2008)	10,746,113.28

Cash Balance – February 2008 (Revised)	
Treasurer's Cash Balance (January, 2008)	10,746,113.28

Add: February Receipts	2,449,928.82
Less: February Warrants	(3,480,236.71)
Treasurer's Cash Balance (February 29, 2008)	9,715,805.39

Cash Balance – March 2008	
Treasurer's Cash Balance (February, 2008)	9,715,805.39
Add: March Receipts	4,127,302.67
Less: March Warrants	(2,698,661.93)
Treasurer's Cash Balance (March 31, 2008)	11,144,446.13

Cash Balance – April 2008	
Treasurer's Cash Balance (March, 2008)	11,144,446.13
Add: April Receipts	10,412,706.65
Less: April Warrants	(6,129,630.10)
Treasurer's Cash Balance (April 30, 2008)	15,427,522.68

2.) Tax Title

The final payment for FY 2008 real estate and personal property tax bills was due on May 1, 2008. Demand bills were mailed on May 23, 2008, and are due on June 9, 2008. The Town will be advertising all remaining delinquent accounts on June 16, 2008 in the Worcester Telegram & Gazette. All properties with outstanding tax balances will be placed into tax title on June 30, 2008.

3.) Health Insurance

The open enrollment period has closed, and nearly all employees have turned in their paperwork. This open enrollment was a departure from previous years where only employees who were changing plans had to enroll. We are updating our employee information this year, and as a result all employees were required to re-enroll, even if they were not changing plans. I would like to thank all employees for their assistance in this effort.

4.) DOR Financial Management Review

The Department of Revenue has completed its financial management review, as requested by the Town. The DOR has done many such reviews, and I am pleased to report that, according to Scot Keefe of the DOR, our review was the contained the least amount of recommendations of any town that he has reviewed. We will be preparing responses to the management review in the near future.

FIRE DEPARTMENT: Submitted by Peter Ostroskey

INCIDENT REPORT: The Department responded to 166 emergency incidents including 10 fire/explosion incident, 117 rescue/medical emergencies, 5 hazardous conditions, 12 service calls, 7 good intent calls, and 15 false alarms. We provided mutual aid to neighboring communities during 11 incidents and received mutual aid in on 3 occasions. Our personnel operated at significant incidents including:

- May 10: Two vehicles collided and rolled over onto the shoulder of Route 146 South just north of Route 16, resulting in two seriously injured patients. Two medical helicopters were used (Worcester Lifeflight and Boston Medflight) to transport them to the trauma center in Worcester with the remaining injured party transported by ground with minor injuries;
- May 14: A 3 ½ acre brush fire required extended operations due to the dry conditions of fuel on the woods behind 162 High Street.

- May 23: We provided mutual aid assistance to the Town of Douglas in the Douglas State Forest during a large brush fire. In all sixteen communities and state resources from Massachusetts, Rhode Island and Connecticut worked at this operation;
- May 26: A motorcyclist was critically injured in an accident in the vicinity of 84 Chestnut Street. The medical helicopter was not available and the patient was transported with critical injuries to the trauma center in Worcester.

The ambulance service evaluated 121 patients, provided care and transported 85 to area hospitals. The transports were to Milford Regional Medical Center (72), U-Mass – University Campus (7), U-Mass Memorial Campus (1), Woonsocket (1), and St. Vincent's (2). Advanced life support service from other agencies was involved on 41 occasions.

FIRE PREVENTION: Permits and inspections completed over the past month include 15 smoke/carbon monoxide detector inspections completed, and permits issued for storage of heating oil (1), combustible liquids transport (1).

Fire Department personnel worked on several plan review projects for installation of fire alarm systems and renovation/adaptation for new occupancies in existing structures.

TRAINING: Members of the Department participated in training on emergency vehicle operations including a driving simulator provided by our insurance company, MIIA, and cardiac emergency/stroke protocol. We also met with a manufacturer's representative to review our personal protective equipment status and to understand the most recent changes in standards on the garments firefighters wear during operations.

Two members attended health and wellness training including critical incident stress issues presented by the Massachusetts Firefighting Academy. One member attended training on CORI background checks in Worcester.

GENERAL: In response to questions raised at the BOS meeting of May 27, 2008, concerning the method used for ambulance service billing I offer the following information
The cost of the services is covered under the Ambulance Enterprise Fund. The service is currently contracted out to Coastal Billing Service in Sutton MA. The services they provide includes receiving information from the ambulance service reports from the Town, creating bills (up to 5) and mailing them to the patient or their insurance provider, responding to inquiries about the invoices, receiving remittances and pursuing collections, depositing them and documenting necessary information with the Finance Department and providing tracking information and reports on all activities. The funding for this service is based on the revenue collected by the service and is paid from the ambulance service revenues. The service fee is a percentage of the billing.

Prior to outsourcing the billing service, the Fire Department had a part-time position for a clerk who was responsible for these duties. When reviewed in cooperation with the Finance Director at the time the position became vacant, we determined there were some benefits to using a service including their familiarity and ability to stay current with insurance requirements, cost tied to performance (paying a percentage of the amount collected), no investment in technology required, and the higher level of experience in processing accounts with entities including insurance companies, Medicare and Medicaid and other programs, including collection services.

We review this option on a regular basis, including the fees for administration and believe this is still the appropriate and most cost effective mechanism given our call volume and the collection rate.

We are continuing the investigation of equipment needs and the licensing process for our Paramedic level licensure of the ambulances.

LIBRARY: Submitted by Deb Young

Library Program and Use – Community Relations

Betsy has been helping out with the drop-in Story Time Program that runs on Thursday from 1-1:30. This program will end on May 22 for the summer.

The Summer Reading Program will run 8 weeks this year. *Wild About Reading* will begin on June 16. Mark L'Abbe and Deb Hudgins, 2 local performers, will entertain families at our annual Summer Reading Ice Cream Social/ Summer Reading Kick-Off Party. The fun begins at 6:30 on the back lawn of the library. Everyone is encouraged to bring a chair or blanket. Ice cream will be sold by the Friends following the program. This is a rain or shine program.

On Saturday afternoon, April 19 I attended Arthur Wheelock's memorial service at the Mendon Unitarian Church to represent the Library. It was a wonderful tribute to a true gentleman. He will be sorely missed by many.

Donations continue to come in Arthur's memory. I am keeping a list of donation names and addresses. Mark F. has been sending the thank you notes and Judy L. has been making the deposits.

The YA shelving was installed on Tuesday, May 6. The process of creating that area for the YA's is ongoing. We hope to have a ceremony to officially open the area. The Friends have agreed to provide funding for refreshments. Sandy Gazaille Lavoie and I will arrange for a photo.

The Friends of the Library held their Book & Bake Sale on Saturday, May 10 from 9-1. The sale was very successful.

On Thursday, May 15 I proctored a 3 hour test for Edwin Childs. This is an ongoing project for Mr. Childs. He and I have arranged to have him test here at the library. He is a distance learning student from Rochester Institute of Technology.

GRANTS

I applied for and received a \$2500 grant from UniBank to aid in the purchase and installation of a card access/keyless entry system for the Library. The proposal for this project is over \$3625, so other funding sources must be located to go forward with this project. A thank you was sent by me to Ken Redding and I notified Linda Dorgan of this generous gift as well. Sandy Lemire and I had a photo of the event on Thursday, April 3 for the paper. I will arrange for another photo with someone from the bank when the system is installed. The tentative date of installation for this new system is June 2.

Fiscal Development – Balance on accounts as of May 5, 2008

Expense Account - \$27,268.81

Salary Account - \$55,299.51

Library Incentive Grant Account - \$2484.50

Revolving Account - \$13,916.29

Budget Update: On May 1, 2008 the FINCOM recommended favorable action on our restored budget.

Budget Update: The Library Budget passed at ATM on May 13. The approved amount was \$323,144.00.

Building and Grounds

On April 15 Ed Dillon of Custom Alarm met with me and toured the building again. He has submitted 3 separate estimates for different work that needs to be completed. They include:

Installation of keyless entry at the backdoor of the library. This will include software installation on the Director's Office computer to monitor time in/time out of all Library employees. This project will be paid for in part with the UniBank Grant money that we received last month. The balance will be paid for out of the Library expense money. We are on the wait list for installation with Custom Alarm at this point.

Migration of Fire Alarm System from Safe Home Security to Custom Alarm.

Monitoring of burglar alarm and fire alarm with Custom Alarm.

I will have copies of all three proposals at the meeting.

The quilt raffle is going along nicely. We need to increase our sales though to meet the \$3000.00 price of the new book drop. The winner is will be drawn in July.

Dave Turner has begun the maintenance of the outside lawn areas. There was severe damage to the sod area that was put down at the end of the summer. He will attempt to repair that spot. The damage was made by plows during snow removal.

On April 30 Nydam Oil came for a 3 month scheduled cleaning of the boiler probes. It was decided that this would keep things in better working order if this was done on a regular basis.

I have arranged to have David Thackaberry of Thackaberry Heating & Cooling, Milford,MA (Mark F. has recommended him) to look over all air conditioning units prior to using them. I feel this will ensure economical usage of this function during the summer months. He has agreed to give us a proposal prior to any work being done.

Circulation and Attendance Figures

April, 2008

Adult Circulation - 1951

Adult Attendance – 1485

Adult Reference – 46

Adult Computer Use – 163

Adult Withdrawn - 372

Juvenile Circulation - 2794

Juvenile Attendance – 1565

Juvenile Reference – 27

Juvenile Computer Use – 10

Juvenile Withdrawn - 56

PLANNING AND ECONOMIC DEVELOPMENT: Submitted by Megan DiPrete
Projects/Meetings:

Blackstone Valley Bikeway. I continue to interact with various agencies working toward design and permitting of the Blackstone Valley Bike Path. Both Uxbridge segments (2 and 3) are under design, and also in the beginning of the environmental permitting process. In addition to the Bike Path itself, Mass Highway is working to integrate multi-modal use of all roadways and works with this and the Public Works departments.

Master/Planning activity. In January, The Cecil Group was hired through a \$25,000 grant to work with the Town to develop a clear Downtown Vision and strategy for improvements. The final report was provided to the Town in May and presented by the volunteer steering committee to the Board of Selectmen. The report was distributed in both hard copy and electronic formats to various municipal departments, and was posted on the Uxbridge web page.

Lieutenant Governor Murray also met with the Steering Committee during the Bernat Task Force meeting in May, and is encouraging the Steering Committee and Town to pursue downtown redevelopment and streetscape improvement funds in the coming months.

As an outgrowth of this community visioning and planning effort, several volunteers have come forward and are working to implement some downtown “beautification” efforts this spring. I am working to coordinate and maximize the output of this resurgence of stewardship for the downtown area. Of course, it may also serve as a model for launching similar levels of commitment in other parts of the community.

I also attended a downtown development training program, emphasizing the needs for economic assessments of the target development areas, market analyses, etc. Of course, these are familiar concepts and tools (given my background) but the handouts and materials referenced will provide useful guidance for various groups and programs moving forward.

Open Space Plan. The project to develop an updated Open Space Plan continues. PGC Associates facilitated a public input session in April, through the Conservation Commission, and has begun providing deliverables that will be incorporated into the Plan. Recall that this project is funded by a grant from The Trustees of Reservations. Ultimately an Open Space Plan increases our eligibility for a variety of grant programs (not just open space related) and brings us one step closer to having the components needed to constitute a Master Plan for the Community. A draft is expected early in the summer.

Affordable housing. The Affordable Housing Committee is working toward developing an Affordable Housing plan for the community that would comply with state housing plan requirements. I completed the research to gather the individual deed provisions of the Juniper Hills project, which had Zoning Board approval for a project including an affordability component. I continue to work through the condo association to bring about administrative compliance with the affordability provisions.

Bernat Mill. The Task Force met in May to regroup regarding any remaining fiscal issues resulting from the fire last summer. The Lieutenant Governor and most of our legislative delegation were present, and encouraged the Town Manager to continue to coordinate staff efforts pursuing downtown redevelopment programs through which funding may be available.

I of course continue to meet regularly with the owners to assist in their redevelopment and permitting efforts.

Development/Permitting Matters:

The Planning Board held two regular meetings, on May 28. The Zoning Board met on May 7. The Conservation Commission met on May 5 and May 19. There are numerous projects before the Boards; selected (longer term projects) are highlighted below:

- **Down East Definitive Plan Modification:** The Planning Board has an application before it to alter some of the previously-approved drainage infrastructure at this subdivision, off East Street. The applicant had been seeking a variance from the Board of Health no-blast regulation, but subsequently withdrew that request. The plan modification remains pending due to the applicant's continuing evaluation of their permitting and design options, and the suitability of the stormwater management design.
- **Ledgemere Estates.** Originally approved about 20 years ago, this project continues through the development process in phases. The developer is working to update all of their local permits through both the Planning Board and the Conservation Commission
- **Rogerson Commons/Rogerson Crossing.** A variation of a project that was originally reviewed several years ago, this proposal seeks approval of a short extension to Rogerson Commons, and development of a 66 unit townhouse development. The project consists of two applications to the Planning Board (one for a subdivision, relative to the roadway extension, and the other for townhouse development, relative to the proposed multi family development). As is now typical, the applications are being reviewed concurrently so that review timelines and costs can be minimized and coordinated. The Conservation Commission has also received the appropriate filings, and those reviews are now underway, including a Peer Review. The project reviews are anticipated to be completed in June/July.
- **Stanley Woolen Mill.** The zoning petition was approved by Town Meeting, placing the Mill in the Historic Mill Reuse Overlay zone. This site will now enjoy the same regulatory provisions as previously authorized for the Waucantuck site (very similar to the Bernat site). I continue to meet with the developer's team as they prepare to submit a special permit application.
- **Taft Hill Manor.** Approved as an "assisted living" facility in 1999, the developer is seeking a determination from the Zoning Board as to the consistency of the current design plans with the previously approved special permit.
- **Throwbridge Acres.** The Town's third application for a Conservation Design Development is now under review with the Planning Board.
- **Uxbridge Commons (town-designated Priority Development Site).** I continue to field inquiries from co-owners/developers of the site.
- **Waucantuck Mill.** Local permitting has been completed for several months now, and I understand that the property owner entered into a contract with a site and demo contractor. The next visible activity will be site mobilization, in anticipation of the demolition work. Optimally, demo work will occur in dry months (typically July/August), thereby minimizing potential negative impacts.

Town Meeting.

Town Meeting took place over two nights, one of which "pre-empted" a scheduled Planning Board Meeting. There were 5 zoning-related articles on the warrant, and reports to Town

Meeting were prepared reflecting the statutorily-required public hearings held by the Planning Board in April. Of these 5 items, 3 were approved, one was voted down and one was passed over.

Town Meeting declined to approve the proposed Stormwater Management Bylaw. Based on the statutory requirements associated with this topic, a revised proposal can be anticipated.

Significantly, Town Meeting voters overwhelmingly adopted the Zoning Bylaw recodification/revision. This represents one more step in the ongoing process to bring our operations into compliance with current law and practice. Recommendations for additional amendments will be forthcoming, perhaps as soon as the FATM.

Based on the outcomes of the 5 warrant articles at SATM (3 of which were approved by Town Meeting), I prepared the materials required for submittal to the Attorney General's office in accordance with Mass General Law.

General

Subdivisions/Development, generally. In May, I continued to work closely with DPW and the Finance Director regarding a number of projects that have been relatively dormant in recent years. During the month of May, I met with developers for more than a dozen subdivisions, some dating back as many as 20 years. The objective is to ensure current permits, recorded documents, compliance with conditions, schedules for remaining work, etc. Winter Maintenance and moving to Acceptance (Town Meeting authorization and completion of all associated processes and conveyances) are also key issues in these meetings. Planning Board agendas in the upcoming months will include more permit and monitoring activities as developers move toward completion or staff recommend enforcement. This review and coordination work is, of course, not limited to Planning Board-issued permits but also includes applicable ZBA permits/regulations, Conservation Commission permits/regulations, and others.

Intradepartmental Coordination/Staffing. The resignation of our Conservation Administrator has resulted in additional duties for me, in particular, as I work to ensure that the Commission's needs are met and their operations continue smoothly. I have been invited to participate in several of the Town Manager's interviews of prospective candidates for the role, and look forward to securing the additional staff support as soon as possible. There is the possibility of additional transition within the Department during the summer months. Finally, I have arranged for an intern (un-paid) to work with us during the summer months.

The Department of Planning & Economic Development has seen a significant increase in incoming telephone calls/inquiries. While generally averaging more than 100 incoming calls per week during the fall and winter (2007-08), the P&ED office alone has seen a nearly 100% increase in incoming calls this spring. While some of it appears seasonal, many of the calls indicate an interest in understanding and complying with state and local regulatory processes. Accordingly, I view this as a success for the community as a whole, as well as for my own department, which continues to meet our target of satisfactory response/completion within 1-2 business days of the inquiry.

POLICE DEPARTMENT: Submitted by Scott Freitas

During the month of May dispatch received, responded to and/or dispatched 977 calls for service to the Police, Fire or EMS. That was 51 more calls than last month. As you may know, last year (2007) we

responded to an all time high of 12,263 calls for service. There is not a slow down in any appreciable manner although the numbers have dropped a small amount. Projecting the calls out over the rest of year we are still at the second highest in the town's history, second only to last year. 15.4% of May's calls were Fire/EMS related, which usually also required a police response and 84.6 % were strictly police related.

80 Motor vehicle citations were issued that included 95 separate violations.

20 Motor Vehicle Accidents were investigated with 6 injuries out of 45 occupants. This number is 7 more than the number of collisions in April of 2008. The department continues to redeploy some of our enforcement activities when available to attempt to reduce the numbers. "Click it or ticket" enforcement patrols from our grant began again the middle of May and continue thru mid June. Drivers age 36 to 45 and age 46 to age 60 were the most likely operators in these collisions, with those under age 19 coming in a close third. Persons under 21 years of age accounted for 10 of the operators. With the better weather here and the renewed enforcement thru such program as "click it or ticket," it is the hope of the department that accident rates continue to decrease. Last year the major age group, involved in collisions was age 36 to 45. With the new driver training laws, the under19 collision numbers will hopefully remain low. The real heart of the new regulations kicked in this month as the first classes with extended training time will be getting their licenses. It will be interesting to see the impact that these laws have. All operators of motor vehicles need to buckle up, obey the speed limit, and drive courteously. In May 77% of all persons involved in collisions had their seat belt on. I am confident that this has helped reduce injuries. A recent survey in May indicated that on the whole seatbelt use in Uxbridge was only at about 62%. That is well below both the state and national averages. I am looking forward to seeing if advertising this number in the center of town will increase seatbelt use. Statistics show very convincingly that seatbelts do in fact save lives.

As a continued reminder, **the traffic pattern has changed on the Quaker Highway at Chocolog Road. The stop sign has been removed by Mass Highway. Drivers going north on 146A and turning left need to yield the right of way to southbound 146A traffic. In the near future you may see a speed reduction in the area of 146A and Aldrich St.**

31 arrests or applications for criminal complaints were made this month. This is 5 more than last month. Saturday was the day in which the most arrests occurred with Tuesday and Thursday tied for second. The majority of arrests were of people in the 11 to 17 age group. That is the first time in many months that juveniles have been the leading age group arrested. In May there were 7 juvenile arrests up from 5 last month. There were no drunk driving arrests in May of this year.

Clean up continues at the Bernat Mill Complex. Remember however that trespassing on that site and on the R.R. tracks is against the law. There is a temporary no parking area on Mendon Street while construction takes place on the Bridge over the Mumford River. Hopefully this will be finished this spring. PLEASE CO-OPERATE because the road is too narrow for parked cars. Work on the South side of the bridge Begins in June.

Beware of internet scams as they continue to affect many residents of Uxbridge and all over the country. The newest one involves calls by persons saying they are from the IRS and wanting personal information from you so you can get your economic stimulus check. The IRS is not making these calls. To get the check you need only file your annual tax return. The scams can be checked out at a variety of websites including but not limited to the IACP website at www.idsafety.org.

Check our new and updated website www.uxbridgepolice.com for crime prevention resources and other information. Remember, we are not the bedroom community of years ago and people need to use common sense crime prevention practices.

DON'T FORGET there is restricted traffic for vehicles over 6 tons gross registered weight on E. Hartford Avenue at Whitin Street. Any vehicle must yield to pedestrians on the Hecla Street bridge beyond the DPW Headquarters and the bridge is narrow on Laurel St. You can expect bridge narrowing in other areas of town in the near future.

We have been and continue to run a bit short staffed due to some on duty injuries. Both officers reported out last month were still out for most of the month One returned at the end of May and one returned on June 1st. Welcome Back!

Training: Officer Greg Bach received his annual refresher training in First Responder and CPR, All Part time police officers received their annual First Responder First Aid training under the direction of Officer Brian MacDonald. Lisa Ellis and Nicole Desruisseaux were both trained in Emergency Medical Dispatch thanks to a grant received by the department. Two of our officers who are assigned to the drug task force attended the annual New England Narcotics Officers Training Conference.

Emergency Management: The efforts are still ongoing to the town's new radio antennae system which should be completed soon we are only waiting for delivery of a few more items to complete the project including a small shed for the actual radio equipment.

The C.E.R.T. team continued its training on a monthly basis and they have been a huge help over this past year.

I continue to serve on the Central MA Homeland Security Council.

Grants:

Some Grant applications are in the pipeline for the next fiscal year and will be reported on as they become available.

AWARDS and Nominations: Officer Benjamin Smoot and Dispatcher Brian crater, under the supervision of Sgt. Timothy Burke entered the department in the 3rd Annual Massachusetts Law Enforcement Challenge and we were awarded a Bronze Category Award of Excellence. The awards ceremony for this effort was in May and the department received a credit for \$400 at Sullivan Tire for cruiser tires as a result of the efforts of the personnel.

Animal Control: The Animal Control officer responded to at least 57 complaints in the month of May. Uxbridge Animal control also assisted Board of Health in a few rabies incidents involving wild animals. Animal Control also continued to work with the MSPCA regarding some cruelty to animal cases.

Anyone interested in a per diem ACO position can contact the Uxbridge Police Department for application forms and a job description. This is a stipend position to cover weekends and holidays.

Residents are reminded that their dog should have been licensed by March 31, 2008. Late fees now apply. The kennel process takes more time now (people who own more than 3 dogs) so please get your kennel applications at the town clerk as soon as possible. Those that have not obtained their required kennel licenses are reminded to get the process going as investigations are now beginning regarding those who have not renewed their kennel licenses.

The animal control bylaw and links to the kennel regulations are on the police department website at www.uxbridgepolice.com

TOWN CLERK: Submitted by Joseph Kaplan

VITAL RECORDS

In the month of May 2008, we processed the following public requests:

Birth Certificates: 46

Marriage Certificates: 13

Intentions of Marriage: 9

Death Certificates: 44

Total number of vital record requests processed: 103

We are required to file a monthly report regarding the number of births, marriages, and deaths that we have processed with the Commonwealth's Bureau of Vital Statistics. We issued and reported the following:

Birth Certificates: 8

Marriage Certificates: 3

Death Certificates: 8

Intentions of Marriage: 8

REQUESTS/CERTIFICATES/LICENSES ISSUED

Business Certificates issued, including renewals: 21

Raffle Permit: 1

Fuel Storage permits: 2

Dog Licenses: 22

Notaries Performed: 31

Our office issues the dog licenses, as well as processing finds collected for the licenses, late fees, and fines by the Animal Control Officer.

TURNOVER

The total amount of funds collected by the Town Clerk's Office turned over to the Treasurer/Collector's Office for the month of May 2008 was **\$1293**

VOTER REGISTRATION

We processed forty two (42) voter registration applications. The state voter registration forms are multi-purpose; they may be used to register to vote, change party affiliation of currently registered voters, or to notify the registrars of a change in name or Uxbridge address.

Voter registration is available at the Town Clerk's Office during normal office hours or special registration hours, and through numerous state agencies including the Registry of Motor Vehicles. Voters may also obtain a mail-in voter registration form to complete and return via the U. S. Postal system.

Twenty Six (26) voters were removed from the registration roles in May. Voters are removed when we receive official notice that they have moved or passed away, or that they have registered to vote in another jurisdiction. Voters may also request their names be removed from the registration roles.

PUBLIC OUTREACH

The public 2008 election calendar was updated to include the Special Town Election called for July 29 and related dates. The calendar is displayed at Town Hall and distributed to the press, town departments, and organizations on our email list.

Press releases issued regarding:

- 1) Availability of nomination papers for the special election
- 2) Voter Registration deadline for the special election.

We assisted in coordinating a mock town meeting for students participating in the Blackstone Valley Chamber of Commerce Education Foundation.

CUSTOMER SERVICE

Public inquires and requests are received via email, postal mail, telephone, and in person over-the-counter.

- Research & Genealogy
- Swearing in of committee members, new police officers, and public officials
- Voter Registration
- Intake & processing of new vital records
- Vital Requests (both archival & computer generated)
- DBA Certificates
- Marriage Intentions
- Fuel Storage & Raffle Permits
- Voter Information (demographical information in disk form)

DEPARTMENTAL SERVICE

We serve as the official public record-keeper of the Town. All public meeting notices and agendas must be time-stamped and then posted through our office. We also receive and maintain meeting records of town boards and committees.

We are responsible for certifying election results, submitting elections results to the states, and keeping updated records of all town appointments made by the Town Manager, Board of Selectmen, and Town Moderator.

BOARD OF REGISTRARS

The Board of Registrars verified the eligibility of absentee ballot applications for the annual town election and helped staff the office on Election Day (May 20, 2008).

ANNUAL CENSUS

We anticipate that the 2008 Annual Listing will be ready for public sale.

TOWN MEETING

Draft minutes have been prepared for the Spring Annual Town meeting which was held on May 13 and continued on May 14.

Passed warrant articles that were passed and need state approval are being submitted to the Attorney Generals and the Department of Revenue.

ANNUAL TOWN ELECTION

The Annual Town Election was held on May 20. Polls were open at the High School Gymnasium from 7am to 8pm. A total of 1,242 voters cast ballots. All legal requirements were met in regards to election preparation and set up, Election Day operations, and post-election reporting and wrap-up.

I want to acknowledge our dedicated poll workers who serve as Wardens, Clerks, and Inspectors. Their dedication contributed greatly to a smoothly-run Election Day.

SPECIAL TOWN ELECTION

The Board of Selectmen called for a special town election to be held on July 29, 2008 to fill two (2) vacancies on the Board of Selectmen. Nomination papers are now available to candidates for the Board. Signatures are due on Monday, June 9 at 5pm. We are on schedule for other legal requirements and preparations.

PROJECTS IN PROGRESS

- Providing lists of registered businesses for the Department of Revenue (state)
- Participation in the 2010 Federal Census
- Streamlining “Doing Business As” (DBA) certification process
- Review of fee schedule